

**TIDEWATER REGIONAL
LOCAL HUMAN RIGHTS COMMITTEE
January 21, 2014
MINUTES**

Members Present

Delinda P. Swanston, LHRC Committee Member
Janet Martin, LHRC Chairperson
Rosalyn Wiggins, LHRC Committee Member

Others Present

Carolyn Barnes, Clinical Coordinator - First Home Care
Dana Gillentine, Risk Manager - Kempsville Center for Behavioral Health
Dustin Davis, CEO - Virginia Beach Psychiatric Center
Fran Neaves, Risk Manager - Virginia Beach Psychiatric Center
Jacqueline Abbott, Risk Manager - Harbor Point Behavioral Health Center
Jennifer Kelly, R.N., Chief Nursing Officer - Virginia Beach Psychiatric Center
Kenya Ratliff, Day Treatment Supervisor - First Home Care/Oyster Point Academy
Marie Henrich, Office Manager - Harbor Point Behavioral Health Center
Mary Epps, R.N., Director of Nursing - Harbor Point Behavioral Health Center
Mimi Sedjat, LCSW - Clinical Director - First Home Care
Paula Harr, Risk Manager - First Home Care
Reginald Daye, Regional Advocate - DBHDS

I. CALL TO ORDER

The Local Human Rights Call Meeting was called to order at 8:40 a.m. by Ms. Martin.

II. REVIEW OF MINUTES

The minutes from the October 29, 2013 were reviewed and approved with the corrections made by Mr. Daye. Ms. Wiggins made a motion to approve the minutes. Ms. Swanston seconded the motion.

III. PUBLIC COMMENTS

Ms. Abbott introduced Mary Epps, R.N. as the new Director of Nursing for Harbor Point Behavioral Health Center.

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

A. Harbor Point BHC - Policies/Forms for review and approval - Ms. Abbott presented the following policies/forms for review:

- Emergency Services Policy #033 (see attached) - The Emergency Services policy was previously approved by Human Rights. The facility is requesting an addition to #14 to define the term life-threatening.

Motion: Ms. Wiggins made a motion to approve this policy.

Second: Ms. Swanston seconded the motion.

- Matrix Expectations and Privileges List Page 8 - Privileges were added to the list on page 8. No privileges were removed. No other changes were made to the document. This document was approved by LHRC and SHRC in 4th quarter 2013.

Motion: Ms. Wiggins made a motion to approve the Matrix Expectations with the additional information.

Second: Ms. Swanston seconded the motion.

- Child Unit Color System Incentive - deferred to LHRC call meeting scheduled for March 4, 2014 at 8:30 a.m.
- Therapeutic use of Weighted Blanket/Vest Policy (please see attached) - Ms. Abbott informed the committee that all parents/guardians will be informed of this policy during time of admission. The use of the weighted blankets/vests will not exceed 15 minutes at a time; a form will be completed each time the blankets and/or vests are utilized in order to track the data. Ms. Martin referenced #4 of the policy asking if all residents at the facility would be utilizing the weighted vests. Ms. Abbott explained that this is being piloted on one program (Child Unit) and if successful will be utilized throughout all programs at Harbor Point BHC. Mr. Daye asked Ms. Abbott to provide a description of one of the units that would be utilizing the weighted blankets/vests. Ms. Abbott provided a description of Harbor Point's Wings Program explaining that this program houses residents who exhibit self-harming behaviors accompanied with anxiety. Ms. Martin asked Ms. Abbott to bring a sample of the weighted blanket to the LHRC call meeting scheduled for March 4, 2013.

Motion: Ms. Wiggins made a motion to approve the Therapeutic Use of Weighted Blanket/Vest Policy with the recommended changes.

Second: Ms. Swanston seconded the motion.

- Sensory Debriefing Form (see attached) - The Sensory Debriefing form will be completed following the use of the weighted blanket. The debriefing form will be signed by the resident, staff, and psychiatrist and filed in the resident's chart. Ms. Martin requested additional lines added to this form describing the resident's behavior during use of the weighted blanket/vest.

Motion: Ms. Wiggins made a motion to approve the Sensory Debriefing Form with the recommended changes.

Second: Ms. Swanston seconded the motion.

- Physical Hold and Seclusion Policy (see attached) - The facility made amendments to the Physical Hold and Seclusion policy.

Motion: Ms. Wiggins made a motion to approve the Physical Hold and Seclusion Policy with the additional information.

Second: Ms. Swanston seconded the motion.

- Structured Living Treatment Plan (see attached) - SHRC requested the facility amend the treatment plan to allow staff space to document completion of the required activities. Spaces were added to allow staff to initial upon completion of stated activity.

Motion: Ms. Wiggins made a motion to accept the Structured Living Treatment Plan with the recommended changes.

Second: Ms. Swanston seconded the motion.

VI. STANDING REPORTS

A. General Information - None

B. Quarterly Reports/Annual Reports/Reports on Structured Living

OVERVIEW OF ALLEGATIONS REPORT-THIRD QUARTER 2013			
LOCATION	OCT	NOV	DEC
FHC-Oyster Point Academy	2	1	2
FHC-Day Support	4	1	2
Kempsville CBH	11	15	7
Harbor Point BHC	29	27	16
VBPC	0	5	8

SECLUSION & RESTRAINT REPORTS (S=Seclusion) (MR=Mechanical) (PR=Physical) (CR=Chemical)			
LOCATION	OCT	NOV	DEC
FHC-Oyster Point Academy	27-PR	12-PR	14-PR
Kempsville CBH	26-PR 3-S	23-PR 0-S	39-PR 0-S
Harbor Point BHC	84-PR 2-S	105-PR 0-S	92-PR 0-S
VBPC	7-MR 4-PR	1-S 2-MR 1-PR	9-S 13-MR 6-PR

VBPC - ADC 76 for 4th Quarter - There have been no changes to licensing status. Ms. Neaves submitted a revised Cooperative Agreement with the addition of Jennifer Kelly, R.N., Chief Nursing officer as a liaison to the LHRC.

Harbor Point BHC - ADC 101.3 for 4th Quarter. There have been no changes to licensing status.

Kempsville CBH - October (ADC 63), November (ADC 59), December (ADC 56). There have been no changes to licensing status.

First Home Care - There have been no changes to licensing status. Ms. Sedjat reported that applications for membership to the LHRC were distributed via the "reach out phase" of their program. Ms. Martin noted on page 18 of First Home Care's annual report that numbers 18-25 appeared to be duplicate information; wanted to ensure this was not affecting their totals. Ms. Harr acknowledged this error and will correct and resubmit the annual report.

Ms. Sedjat presented updated dress code information after review with their CEO. She stated that FHC wanted to keep what was originally in place but become more consistent with implementing the dress code throughout the facility. Mr. Daye indicated that this information was already approved by this committee; there appeared to be some confusion with the particular report submitted by Ms. Sedjat and Mr. Daye recommended FHC speak with Harbor Point BHC regarding the applicable language used in the report (i.e., "freeze" - what does this mean when used in outpatient vs. residential setting) as it may require a variance to the regulations. This document was already approved by this committee. Ms. Sedjat will revise the document with the recommended changes and bring back to this committee for review and approval.

Regional Advocate Report - Mr. Daye announced to the providers that April's report will cover information from January - March 2014 and that the information could be pulled from CHRIS. Discussion ensued regarding whether or not it would be easier for providers to gather their information from CHRIS or continue submitting their reports as they are currently. Ms. Martin recommended the providers submit their reports by pulling information from CHRIS this time around and report whether or not this was more efficient or inconvenient. This way feedback can be provided to SHRC if it results in increased cost for mailing reports.

ALLEGATION REPORTS - CLOSED SESSION:

Ms. Wiggins made a motion that the committee go into Executive Session, pursuant to Virginia code 2-2-3711A (4) for the protection of the privacy of individuals in personal matters not related to public business, namely to review patient information from Harbor Point Behavioral Health Center and Kempsville Center for Behavioral Health pursuant to the regulations.

Action: Second was made by Ms. Swanston. All members voted in favor of the motion.

Reconvene in Open Session: Upon reconvening in Open Session, Ms. Wiggins and Ms. Swanston of the Tidewater Regional LHRC certified to the best of their knowledge that only public matters exempt from statutory open meeting requirements and only public business matters identified in the motion to convene the Executive Session, as referenced above, were discussed in accordance to Virginia Code 2-2-3711A (4).

This committee recommended that Harbor Point BHC submit all policy changes pertaining to medication administration to this committee for review and approval. The committee requested Mary Epps, R.N., Director of Nursing present at the next scheduled meeting to discuss the Medication Administration policy.

VII. NEXT SCHEDULED MEETING

April 29, 2014

VIII. ADJOURNMENT

There being no further business to discuss, Ms. Wiggins made the motion to adjourn. Ms. Swanston seconded the motion. The meeting was adjourned at 11:10 a.m.

RESPECTFULLY SUBMITTED:

Marie Henrich, Office Manager-Harbor Point BHC
Recording Secretary

Janet Martin, LHRC Chairperson